



# User Guide

BT STUDIO 1500



# Welcome...

to your BT Studio 1500  
Digital Cordless Telephone  
Answering Machine

- 
- 12 Minutes digital recording time with a capacity for up to 59 messages.
  - Access your messages from any other modern telephone.
  - Use Caller Display to see who is calling before you pick up the phone and keep track of incoming calls with the 30 number Calls list.
  - Use the phonebook to store and dial up to 30 of most frequently used phone numbers.
  - As a Digitally Enhanced Cordless Telephony (DECT) product, your BT Studio 1500 provides digital quality call clarity.

This User Guide provides you with all the information you need to get the most from your phone.

Before you make your first call you will need to set up your phone. Follow the simple instructions in 'Getting Started', on the next few pages.

- **Need help?**

If you have any problems setting up or using your BT Studio 1500 please contact the Helpline on **0870 605 8047**.

Alternatively, you may find the answer in 'Help' at the back of this guide.

**Got everything?**

- BT Studio 1500 handset
- BT Studio 1500 base
- 2 x AAA NiMH rechargeable batteries
- Mains power adaptor
- Telephone line cord

If you have purchased a BT Studio 1500 multiple pack you will also have the following for each additional handset:

- BT Studio 1500 charger
- 2 x AAA NiMH rechargeable batteries
- Mains power adaptor

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# Getting started

## WARNING

Do not place your BT Studio 1500 in the bathroom or other humid areas.

## Handset range

The BT Studio 1500 has a range of 300 metres outdoors when there is a clear line of sight between the base and the handset. When there is no clear line of sight between the base and the handset, e.g. base indoors and handset either indoors or outdoors, the range could be reduced to 50 metres. Thick stone walls can severely affect the range.

## Signal strength

The  icon on your handset indicates when you are in range. When it flashes, you are out of range.

When you move out of range of the base, you will hear the out of range tone. This tone is repeated until you move back into range.

## IMPORTANT

The base station must be plugged into the mains power socket at all times.

Do not connect the telephone line until the handset is fully charged.

## Which socket?



Power socket



Telephone line socket

**If you have purchased a BT Studio 1500 multiple pack please follow instructions **A** and **B****

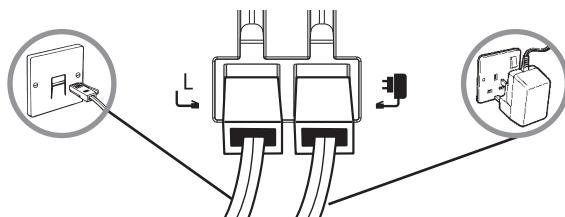
## **A** Location

You need to place your BT Studio 1500 close enough to a mains power and telephone socket so that the cables will reach.

The strength of the handset signal depends on where you site the base. Make sure it is at least 1 metre away from other electrical appliances to avoid interference.

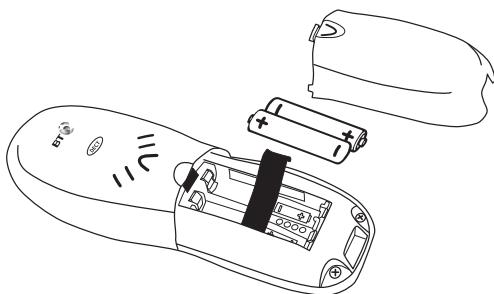
## Setting up the base and handset

1. Plug the power adaptor and telephone cable into the back of the base.

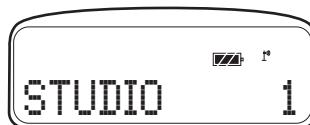


2. Plug the power adaptor into the mains wall socket and switch the power on. When connected correctly, the green Power light on the base comes on.

3. Install the 2 x AAA rechargeable batteries supplied. Then slide the battery compartment cover into place.



With batteries installed the display will show:



The  icon will flash while the handset searches for the base.

4. Place the handset in the base to charge, the red charging light comes on and the  icon begins scrolling.

#### Talk/Standby time

In ideal conditions, the handset batteries should give about 10 hours talk time or 100 hours standby on a single charge. The base must remain plugged in to the mains and switched on at all times.

Note that new batteries do not reach full capacity until they have been in normal use for several days.

#### Battery symbols

 – Battery fully charged

 – Battery half charged

 – Battery low

#### Battery low warning

If the battery charge becomes low during a call you will hear a warning beep every minute (provided the battery warning tone is set to on, see page 29). If the battery runs out you will be cut off. You will need to recharge the handset before using it again.

During charging, the (battery) icon will scroll in the display.

**Battery performance**

To keep your batteries in the best condition, leave the handset off the base for a few hours at a time. Running the batteries right down at least once a week will help them last as long as possible.

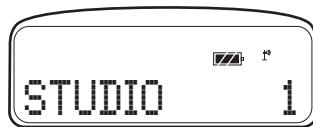
The charge capacity of rechargeable batteries will reduce with time as they wear out, giving the handset less talk/standby time. Eventually they will need to be replaced. New batteries are available from the BT Studio 1500 Helpline on 0870 605 8047.

After charging your handset for the first time, subsequent charging time is about 6–8 hours a day. Batteries and handset may become warm during charging. This is normal.

**Handset numbers**

Once registered with the base, each handset will display its handset number, -1-, -2-, -3-, -4- respectively.

When the handset has linked with the base the idle display will be shown:



You should charge the handset for at least 16 hours on first charge.

- Once fully charged, plug the telephone line cord into the telephone wall socket.

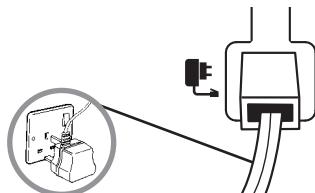
**BT Studio 1500 multiple pack owners only****B Location**

You need to place your BT Studio 1500 charger close enough to a mains power socket so that the cable will reach.

You will need to do the following for each additional handset:

## Setting up the charger

1. Plug the power adaptor cable into the underside of the charger.



2. Plug the power adaptor into the mains wall socket and switch the power on.
3. Install the 2 x AAA rechargeable batteries supplied into the handset.
4. Place the handset in the charger and charge the handset for at least 16 hours. The red **Charging** light on the charger comes on.

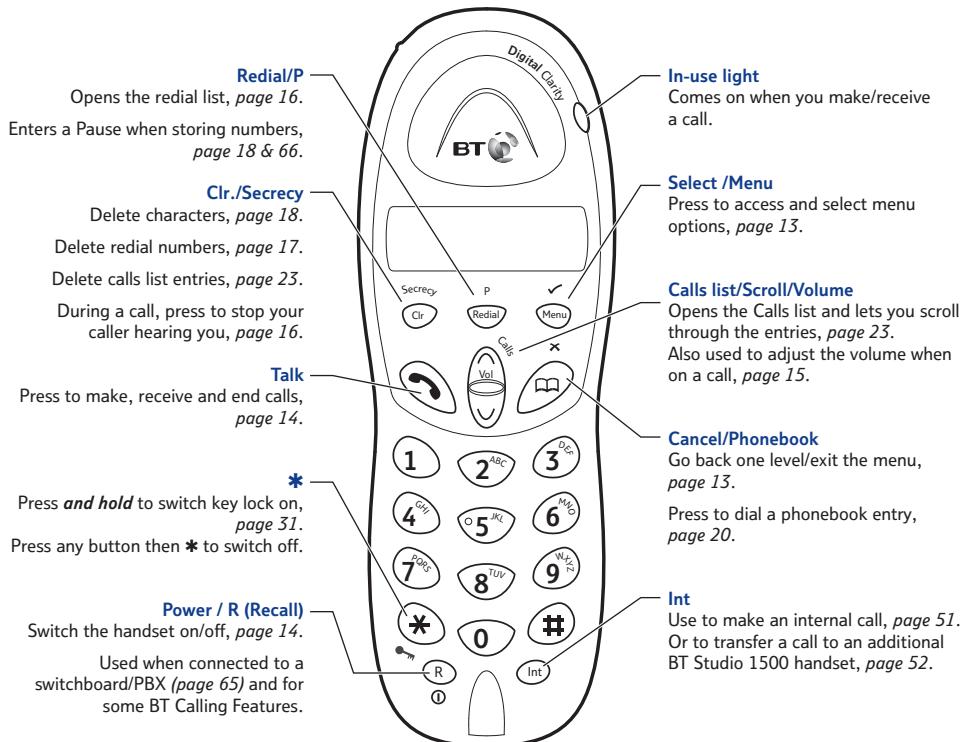
Once the batteries are charged, the  icon will flash in the handset display.

Once the handset registers with the base, the  icon stops flashing.

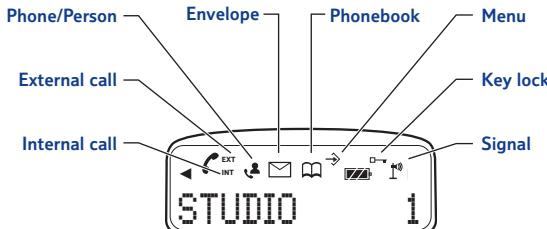
**Your BT Studio 1500 is ready for use.**

# Getting to know your phone

## Handset buttons



**Sample screen** – These are where the handset icons will appear.



- |  |  |  |   |
|--|--|--|---|
|  | Indicates a call is in progress, <i>page 14</i> .  |  | Displayed when you are dialling or storing numbers in the phonebook, <i>page 18</i> .                             |
|  | Flashes when you receive an external call. Stays on during the conversation, <i>page 14</i> .                    |  | Displayed when you are using the menus, <i>page 13</i> .  |
|  | Flashes when you receive an internal call. Stays on during the internal conversation, <i>page 51</i> .           |  | Indicates when the battery is fully charged, <i>page 7</i> .  |
|  | Flashes when you have new unanswered calls in the Calls list*. On when viewing the Calls list*, <i>page 22</i> . |  | Flashes when the battery is low, <i>page 7</i> .  |
|  | When viewing the Calls list*, indicates an answered call, <i>page 23</i> .                                       |  | Indicates when the Key lock is on, <i>page 31</i> .   |
|  | When viewing the Calls list*, indicates an unanswered call, <i>page 23</i> .                                     |  | Steady when handset is in range of the base. Flashes when out of range of the base or not registered to the base. |
|  |  |  | Indicates hidden digits (when the displayed number is longer than 12 digits).                                     |

\* For these features to work you must subscribe to your Network Provider's Caller Display and/or Call Waiting service.

## Base buttons and LEDs

### Ans On/Off

Switches the answering machine on/off, *page 37*.

Use when selecting/recording your outgoing message, *page 40*.

### Page

Press to page handset(s), *page 51*.

Also used when registering handsets, *page 50*.

### Vol + -

Adjusts the loudspeaker volume, *page 39*.

### Power/in use indicator

On = Power on

Flashes = During a call

When the phone rings

When registering handsets

### Charging indicator

On = Handset charging

### ◀ Skip

Replays current message and skips back to previous messages, *page 38*.

Use when recording a memo, *page 43*.

### Stop

Stops playback and recording, *page 39*.

Use when setting/checking day and time, *page 37*.

Cancels message deletion, *page 39*.

### Outgoing message

### Skip ▶

Plays next message, *page 39*.

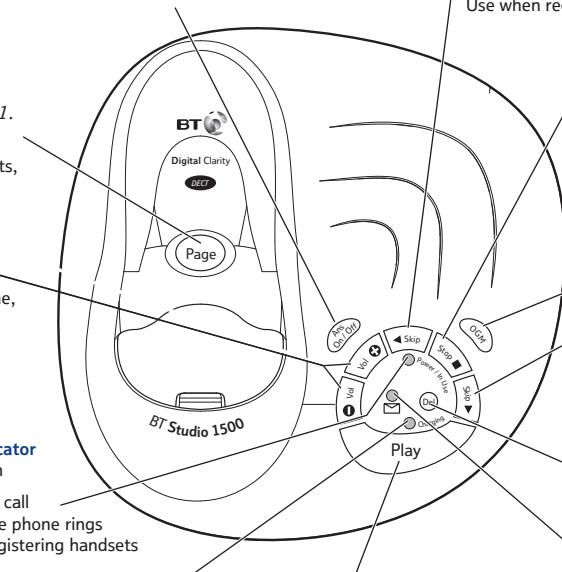
Use to set the answer delay, *page 42*.

### Del

Deletes messages, *page 39*.

### Message indicator

Flashes when messages are stored.



### Play

Press to play back messages, *page 38*.

## Navigating the menus

Your BT Studio 1500 handset has a menu system to guide you through the handset and base options. Refer to the menu map below for the available options.

*When the handset is displaying the idle screen:*

1. Press  to open the main menu.
2. Use  and  to scroll through the menu list.
3. When the menu item you want is displayed, press  to select and view the sub-menus available.

Press  to exit a menu.  
Keep pressing to return to the idle screen at any time.

## Menu map



PHONEBOOK	SET UP	HANDSET	REGISTER
ADD ENTRY	BASE VOLUME	BEEP	SELECT BASE
DELETE ENTRY	BASE MELODY	INT RING VOL	REG BASE
MODIFY ENTRY	DEL HANDSET	EXT RING VOL	
	PIN CODE	INT MELODY	
	DIAL MODE	EXT MELODY	
	DEFAULT	AUTO ANSWER	
		NAME	
		LANGUAGE	
		KEY LOCK	

# Using the phone

## Dialling numbers quickly

Numbers can also be dialled using the phonebook (page 20), and from the calls list (page 23).

If you subscribe to Caller Display and your Caller's details are available, then their number will be shown, or their name if their number is stored in the directory.

## Auto-answer

If you have switched auto-answer off (see page 29) then you will need to press  after lifting the handset to take the call.

## Switching the handset power on/off

Press *and hold* the  button.

## Make an external call

1. Press  listen for the dial tone then dial the number. The display shows the  icons.

## Preparatory dialling

1. Enter the number first. If you make a mistake, press  to delete the last digit.
2. Press  to dial.

## End a call

1. Press  or place the handset back on the base.

## Receiving calls

The base and handset will ring, the  icon flashes and CALL is displayed.

1. Press  to answer the call or, if the handset is on the base, simply lift it and speak.

---

If you have subscribed to your network's Caller Display service, the caller's number, or name (if an exact name/number match is found in the phonebook) will also be displayed, *See page 23*.

### Call timer

Your handset automatically times the duration of all calls, showing the time on the display during your call and for a few seconds after it has finished.

### Earpiece volume

There are 8 volume levels to select from. The default is 4. You can only adjust the earpiece volume *during a call*.

1. Press  to increase or  to decrease the earpiece volume. The display shows the set volume, e.g. EAR VOL 2.

The earpiece volume will remain at the level set for all calls until changed.

The default level is 3.

### Handset ringer volume

There are 3 volume levels to select from, or you can set the volume to off.

*While the phone is ringing:*

1. Press  to increase or  to decrease the ringer volume. The display shows the set volume.

### Secrecy

During a call, you can talk to someone nearby without your caller hearing you.

1. During your call, press . MUITE is displayed and your caller cannot hear you.
2. Press  **again** to resume your call.

### Redial

Your handset automatically saves the last 5 numbers you dialled into a redial list.

Each redial number can be up to a maximum of 32 digits long.

Only the last 12 digits of the number will be displayed.

If there are no numbers saved in the redial list EMPTY will be displayed.

1. Press .
2. Press  or  to scroll and display the number you want.

If a name/number match is found in the phonebook the name will be displayed instead of the number.

Press  to toggle between the name and number.

3. Press  to dial the number.

### Last number redial

1. Lift the handset and press .
2. Press . The last number called is redialled.

### Delete a redial number

With the name or number you want to delete displayed:

1. Press . **DELETE?** is displayed.
2. Press  to confirm.

### Delete the redial list

With any number from the redial list displayed.

1. Press **and hold** . **DELETE ALL?** is displayed.
2. Press  to confirm.

Press  to exit a menu.  
Keep pressing to return to the idle display at any time.

# Phonebook

 icon is displayed while you are using the phonebook.

## Using the phonebook with additional handsets

If you are using more than one handset, each handset has a separate phonebook, so you can store 30 entries per handset.

## Deleting characters/digits

If you make a mistake, press .

## Cancel storing

Press  once to return to ADD ENTRY.

Press  repeatedly to exit.

## Entering names:

For example, to enter the name

Tom:

Press 8 for T.

Press 6 three times for O.

Press 6 for M.

The maximum length for names is 12 characters.

You cannot store a name without a number.

## Inserting a Pause

You can insert a Pause in the dialling sequence. This can be useful if your phone is connected to an internal switchboard, see page 66.

## Store a phonebook entry

You can use the phonebook to store up to 30 names and numbers for easy dialling. Each number can be up to 20 digits and each name up to 12 characters long.

1. Press  to display PHONE BOOK.
2. Press  to confirm.
3. Display shows ADD ENTRY, press .
4. Display shows NAME? Enter a name using the keypad (see *character map, page 19*), then press .
5. Display shows NUMBER? Enter the telephone number, then press .
6. Use  or  to select a ringer melody (1 to 3), then press .

If you have Caller Display enabled on your line and your caller's details are matched to an entry in the phonebook then your handset will ring with the melody selected.

## Character map

### Digit button

1	BLANK	-	1		
2	A	B	C	2	
3	D	E	F	3	
4	G	H	I	4	
5	J	K	L	5	
6	M	N	O	6	
7	P	Q	R	S	7
8	T	U	V	8	
9	W	X	Y	Z	9

Phonebook entries are listed alphabetically.

If the number has more than 12 digits, press  again to display the remaining digits.

### Dial a phonebook entry

1. Press .
2. Use  or  to scroll through the entries or enter the first letter of the name you want using the keypad, then scroll to the exact entry using  or .
3. Press  to dial the number.

### Delete a phonebook entry

1. Press  . Display shows PHONE BOOK.
2. Press   to confirm. Display shows ADD ENTRY.
3. Press  or  to select DELETE ENTRY and press  .
4. Press  or  to select the entry you want to delete.
5. Press   to confirm. CONFIRM? is displayed.
6. Press   to confirm. You will hear a confirmation beep.

## Edit a phonebook entry

1. Press  . Display shows PHONE BOOK.
2. Press  .
3. Press  or  to select MODIFY ENTRY and press .
4. Scroll to the entry you want using  or  and press .
5. Use  or  to move through the name, and edit using the keypad, then press .
6. Use   to delete digits and enter new numbers using the keypad, then press .
7. Select a ringer melody (1 to 3) using  or . You hear a confirmation beep.

### To delete digits

Press .

### To change individual characters

Use  or  to move the cursor underneath the letter you want to change, then overtype the correct letter.

# Caller Display and the calls list

## **IMPORTANT**

To use Caller Display you must first subscribe to the service from your network provider. A fee may be payable.

For more information on BT's Calling Features, call BT on Freephone 0800 800 150.

## **Caller information not available**

Occasionally the telephone number of the caller is not available and cannot therefore be displayed.

In this case, your BT Studio 1500 will show one of the following explanatory messages:

WITHHELD  
UNAVAILABLE  
INTERNATIONA(L)  
OPERATOR  
PAYPHONE  
RINGBACK

If the telephone number is longer than 12 digits, then only the last 12 digits will be displayed.

If you subscribe to a Caller Display service you can see your caller's number on your handset's display (unless it has been withheld) before you answer the call. If you have stored the caller's name and number in the phonebook they will be shown alternately in the display.

Whether you answer a call or not, the caller's phone number is stored in the calls list.

When you have new entries in the calls list the  icon will flash in the display.

When all the entries have been viewed, the  icon will disappear.

Up to 30 phone numbers can be stored in the calls list. When the calls list is full, a new call replaces the oldest.

### View and dial a calls list entry

1. Press  or  **repeatedly** to open the calls list and then scroll through the entries. For each entry, the caller's number is displayed, or their name if a name/number match is found in the phonebook.
2. When viewing an entry press  **repeatedly** to view the details for the entry: the caller's number, and the date and time the call was received.
3. Press  to dial the displayed number.

Or

Press  to exit the calls list and return to the idle screen.

### Delete a calls list entry

1. Press  or  to open the calls list and scroll to the entry you want.
2. Press  **DELETE?** is displayed.
3. Press  to confirm. The display will return to the idle screen.

### Using the calls list with additional handsets

If you are using more than one handset, each handset has a separate calls list.

### What type of call?

The  icon indicates a new call waiting to be viewed.

The  icon will be displayed for calls that you answered.

The  icon will be displayed for unanswered calls.

### Delete all calls list entries

1. Press  or  to open the calls list.
2. Press **and hold**  until **DELETE ALL?** is displayed.
3. Press  to confirm (or  to cancel).

### Copy a calls list entry to the phonebook

1. Press  or  **repeatedly** to open the calls list and scroll to the entry you want to copy.
2. Press  **twice**.  
**Add?** is displayed
3. Press  **NAME?** is displayed.
4. Enter the name, then press .
5. You can edit the number (if required), then press .
6. Select a ringer melody (1 to 3), then press .  
You will hear a confirmation beep.

## Call Waiting

Providing you have subscribed to your network provider's Call Waiting service, you will hear a soft beep every 5 seconds if an incoming call arrives while you are already on the phone. This beep is not audible to the person you are speaking to. The second caller's number (and name if stored in the phonebook) will appear on the handset display.

Instead of the engaged tone, the second caller will hear an announcement asking them to hold the line.

### **Speak to a second caller**

1. Press  to answer the second call and put your current caller on hold. Press  again to return to your first caller and to switch between both callers.

*Or*

2. If you want to end the current call and pick up the waiting call, press . The handset will ring. Press  again to connect to the waiting caller.

The second caller is only charged from the second you answer, not while they are waiting to be connected.

# Handset settings

You can choose a range of settings to suit your personal preferences.

## Handset ringer melody and volume

You have a choice of 3 melodies and 3 volume levels (or OFF). You can change the external ringer (ring for an external incoming call) or the internal ringer (ring for an internal call).

The default setting is 1.

You can also assign a different ringer melody to entries in your phonebook, see page 18.

### To change the external ringer melody

1. Press   .
2. Press   until HANDSET is displayed and press .
3. Press   until EXT MELODY is displayed then press .
4. The current melody is played.
4. Press   to select a melody then press .

**To change the external ringer volume**

1. Press                              <img alt="Speaker icon with a checkmark and a small arrow pointing up" data-bbox="145

The default setting is 3.

### To change the internal ringer volume

1. Press  .
2. Press  or  until HANDSET is displayed and press .
3. Press  or  until INT RING VOL is displayed then press  . The current setting is played.
4. Press  or  to select a volume then press .

## Key beeps

The default setting for all key beeps is ON.

Your BT Studio 1500 handset emits beeps to alert you to certain situations. You can set the handset to beep:

- If the battery is low.
- If you go out of range of the base.
- To beep as confirmation each time a handset button is pressed.

These beeps can be switched ON or OFF.

However, beeps which confirm settings cannot be switched off.

### Switch beeps on/off

1. Press                        <img alt="Speaker icon with a small arrow pointing down" data-bbox="148 89584 1

3. Press  or  until AUTO ANSWER is displayed then press .
4. Press  or  to select ON or OFF then press .

## Selecting a language

1. Press .
2. Press  or  until HANDSET is displayed and press .
3. Press  or  until LANGUAGE is displayed and press .
4. Press  or  until the language you require is shown.  
Choose from ENGLISH, FRANCAIS, DEUTSCH, ITALIANO, ESPANOL, NEDERL, DK/NOR/SVE.
5. Press  to confirm.

## Key lock

You can lock the keypad so that it cannot be used accidentally while carrying the handset around.

### To switch key lock on:

1. Press  .
2. Press  or  until HANDSET is displayed and press .
3. Press  or  until KEY LOCK is displayed then press .

The  icon is displayed on the idle screen while the keypad is locked.

or

### Quick key lock on

1. Press *and hold*  for 3 seconds.

The default setting is OFF.

#### WARNING

While key lock is switched on, it is NOT possible to make calls, including to emergency numbers (999/112).

You will still be able to receive calls.

**To switch key lock off:**

1. Press any key and the display shows PRESS \*.
2. Press  and the display returns to the idle screen.

## Naming a handset

Each handset registered to the base is assigned a number. You can give a handset a name as well as a number to match the user or location e.g. ANNE or OFFICE. The name can be up to 10 characters long.

1. Press .
2. Press  or  until HANDSET is displayed and press .
3. Press  or  until NAME is displayed then press .
4. Use the  button to delete the existing name and enter a new name using the keypad, then press .

NAME will be shown in the display until the product returns to standby when the set name will be shown.

The new handset name will replace the handset name in the display. The handset number will be shown on the far right hand corner of the display.

You can choose a range of settings to suit your personal preferences.

## Security PIN

Your BT Studio 1500 has a security PIN code which you will need to change some of the base settings. The default setting is 0000. You may want to change this to prevent unauthorised changes to your settings.

### To change the base PIN code

1. Press  .
2. Press  or  until SETUP is displayed then press .
3. Press  or  until PIN CODE is displayed then press .
4. Display shows PIN? Enter your old 4 digit PIN then press .
5. Display shows NEW PIN. Enter your new 4 digit PIN then press .
6. Display shows RETYPE. Enter your new 4 digit PIN again for verification then press .
7. Press  **twice** to return to the idle screen.

The default setting is 0000.

You cannot de-register the handset you are using. One handset must remain registered to the base at any time.

### De-register a handset from the base

1. Press  .
2. Press  or  until SETUP is displayed then press .
3. Press  or  until DEL HANDSET is displayed then press .
4. Display shows PIN? Enter your 4 digit PIN then press  .
5. Display shows HANDSET? Enter the handset you want to de-register then press  .
6. Press  **twice** to return to the idle screen.

### Base ringer melody and volume

You have a choice of 3 melodies and 3 volume levels (or volume OFF).

The default setting is 1.

#### To change the ringer melody

1. Press  .
2. Press  or  until SETUP is displayed then press  .
3. Press  or  until BASE MELODY is displayed then press . The current melody is played.
4. Press  or  to select a melody then press  .

5. Press  **twice** to return to the idle screen.

### To change the ringer volume

1. Press  .
2. Press  or  until SETUP is displayed then press .
3. BASE VOLUME is displayed then press  .
4. Press  or  to select and play a ringer volume then press .
5. Press  **twice** to return to the idle screen.

The default setting is 3.

### Reset the handset and base

1. Press  .
2. Press  or  until SETUP is displayed then press .
3. Press  or  until DEFAULT is displayed then press .
4. Display shows PIN? Enter your 4 digit PIN then press  .
- Display shows CONFIRM? Press  **again**. Your BT Studio 1500 will reset itself to the default settings and you will hear a confirmation beep.

#### WARNING

If you reset the handset and base, you will lose any names or numbers stored in the phonebook, redial list and calls list.

Any other settings will also be set back to the factory default.

**Reset if you have forgotten your PIN code**

1. Press **and hold**  to switch the handset off and remove the handset batteries, *see page 14*.
2. Press **and hold**  as you replace the batteries. Wait until the display shows **DEFAULT**.
3. Press  to confirm. After a few seconds the base will beep and the handset and base will reset.

# Using the answering machine

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Your BT Studio 1500 answering machine uses voice prompts to guide you simply through its operation.

You can operate your answering machine from:

- The base.
- Remotely, from any other Touchtone® telephone, *see page 46*.

Before first using your answering machine you should set the correct day and time.

## Switching the answering machine on/off

1. Press . The machine announces “Answer on” or “Answer off”. The messages light comes on when the answering machine is switched on.

## Set day and time

You will need to set the day and time so that you know when each message was received.

Once a message has been played back, the machine will announce, for example, “*Tuesday, four fifty, pm.*”

1. Press *and hold*  until you hear the current setting.

### Ready to record

The answering machine is pre-set to ON, so it's ready to record messages as soon as the base is plugged in. (Remember to charge the handset for at least 16 hours first).

### Default day and time

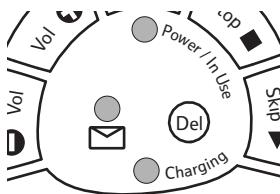
The default date and time is Saturday, 12.01pm. If the power to the base is lost, the date and time will revert to this default setting. Your messages will be unaffected.

### To check current day and time setting

Press the .

To scroll through days / hours / minutes rapidly, *press and hold*  or . After the desired setting is announced, *release* the  or  and press  to confirm.

#### How many messages have I got?



The messages light () on the base will flash when there are messages.

2. *Press and release*  or  *repeatedly* to scroll through the days. After the correct setting is announced press . The day is announced followed by the current hour setting.
3. *Press and release*  or  *repeatedly* to scroll through the hours. After the correct setting is announced press  to select. The day and hour are announced followed by the current minutes setting.
4. *Press and release*  or  *repeatedly* to scroll through the minutes. After the correct setting is announced press  to select. The newly set day and time is announced.

## Listening to your messages

#### Play all messages

1. *Press* . The number of messages is announced, and the oldest message is played first.

#### Play new messages only

1. *Press and hold*  until you hear “*You have ‘n’ new messages.*” Your new messages will be played.

**During playback:**

 Pause/resume playback.

 Once repeats the current message, twice plays the previous message.

 Once plays the next message, twice plays the message after that.

 Deletes the current message and you hear "Message deleted".

 Stops playback, machine goes back to Answer On.

**At the end of playback:**

The machine announces "*End of messages. To delete all messages, press delete*". The machine gives you 8 seconds during which you can press:

 to delete *all* messages;

*or*

 to *cancel* message deletion. This will also restore any messages you have selected individually for deleting.

Any messages not deleted are saved.

You will hear a beep to signal when 8 seconds have elapsed.

**Cancel operation**

Press  to end any operation at any time.

**Loudspeaker volume**

You can adjust the base loudspeaker volume at any time. In standby, you hear a beep which gets louder or softer. A double beep signifies the highest or lowest setting.

Use the  and  buttons.

### Personalise your OGM

To record your own outgoing message, see 'Record your own outgoing message', *see page 41*.

The answering machine is pre-set to Answer and Record mode.

If you only want to hear the current message just press the  button.

## Outgoing messages

The outgoing message (OGM) is the greeting a caller hears when the answering machine picks up their call. Your BT Studio 1500 gives you a choice of two pre-recorded outgoing messages, one for Answer and Record and one for Answer Only.

### Answer and Record

Callers hear the announcement and are able to leave a message for you.

The pre-recorded message is "*Hello, your call cannot be taken at the moment, so please leave your message after the tone.*"

### Answer only

Callers hear an announcement but *cannot* leave a message.

The pre-recorded message is "*Hello, your call cannot be taken at the moment, and you cannot leave a message, so please call later.*"

### Select and play outgoing message

1. Press and hold  until you hear "Please select outgoing message."

2. For **Answer and Record**, press  or for **Answer Only** press . The selected message is played.

### Record your own outgoing message(s)

1. At the base, press *and hold*  until you hear “*Please select outgoing message.*”
2. Press *and keep holding*  to select **Answer and Record** or press *and keep holding*  for **Answer Only**, until you hear “*Please speak after the tone. To end recording release the button.*”
3. After the beep, record your message. *Release* the button to end recording. Your new outgoing message is played back.

Your own outgoing message can be up to 3 minutes long.

### Delete your outgoing message(s)

1. At the base, press *and hold*  until you hear “*Please select outgoing message.*”
2. Press  to select **Answer and Record** or press  for **Answer Only**. The selected message is played.
3. Press . The machine will revert to and play the pre-recorded version of the outgoing message you deleted.

You can only delete your own recorded outgoing message.

### What is Time Saver?

Time Saver can save you the cost of a call when you want to ring in to find out if you have new messages. (See 'Remote access', page 46).

If you have new messages, your answering machine answers after 2 rings. If you do not have new messages, it answers after 6 rings. This gives you a chance to hang up before the line is connected.

### IMPORTANT

You should change the security PIN from the original setting of 000.

## Answer delay

Answer delay is the number of times your BT Studio 1500 rings before the answering machine picks up the call and starts playing the outgoing message.

You can choose between 2–9 rings, or Time Saver. The default setting is Time Saver.

### Adjust answer delay

1. Press  . The machine announces “Calls will be answered after X rings.”
2. Press *and hold*  . The machine announces the settings in turn. *Release* the button when you hear the answer delay you want. The new setting is announced.

### Change the security PIN

Your 3-digit PIN lets you access your answering machine from another phone. It should be changed from the original setting of 000.

1. Press  . The current PIN is announced.
2. Press *and hold*  . The machine announces “Security code setting” and then “First digit.”
3. Press  or  to change the first digit, then press  to confirm. You then hear “Second digit.”

Repeat this step to set and confirm the second and third digits.

4. Press  to confirm. Your machine announces “*Your security code is...*”.

## Record a memo

You can record a message at the base which can be listened to and deleted just like any received message.

1. Press *and hold*  until you hear “*Please speak after the tone.*”
2. *Release*  to end recording.

## Memory full

When the recording memory has been used up or a maximum of 59 messages have been received, no more messages can be taken. The machine will switch to Answer Only mode and play the message “*Hello your call cannot be taken at the moment and you cannot leave a message, so please call later.*”

You must delete existing messages before new ones can be taken.

When the answering machine memory is full the message light on the base will flash steadily every half a second.

### Memory full during a call

When there is approximately 30 seconds of recording memory left, the caller will hear “*Please complete your call within 30 seconds.*”

If the memory runs out or the maximum message length of 3 minutes is reached while a caller is leaving a message, they will hear “*Thank you for calling*” before the call is ended.

### Call screening

#### Loudspeaker volume

Use the  and  buttons.

When the answering machine is switched on, you can use the loudspeaker to listen to callers leaving their messages.

1. Press  to interrupt and speak to the caller.  
Any message they have already recorded will be kept.

### Power failure

If the mains power is lost, your answering machine will keep many personalised settings when it is switched on.

The settings after a power failure will be:

- Outgoing message ..... **As last set by you**
- Answer Delay ..... **As last set by you**
- On/Off ..... **As last set by you**
- Message indicator ..... **Flashing, if any messages  
have been recorded**
- Messages ..... **Saved**
- Volume ..... **Level 5**
- PIN ..... **As last set by you or 000  
default**
- Day/time ..... **12:01 PM Saturday**

# Remote access

You can operate your answering machine from any modern Touchtone® phone by calling your BT Studio 1500 and entering a 3-digit security PIN.

Using a PIN code prevents other people from accessing your machine without permission.

## **Switch on your answering machine from another phone**

If you forget to switch on your answering machine, you can do it from another phone.

1. Dial your phone number and let it ring. After 20 rings, your answering machine will switch on.

## Operating your answering machine from another phone

1. Dial your number. When you hear the outgoing message, press **\***.
2. The machine announces “*Please enter your security code*”, use the phone’s keypad to enter your 3-digit PIN. The machine announces “*You have ‘n’ new messages*” and they are played.
3. Using the phone’s keypad you can replay, pause, skip or delete messages and adjust settings.
  - 1 To hear the menu options.
  - 2 To play/pause/restart your messages.
  - 3 To play new messages only.
  - 4 Once to repeat the current message;  
Twice to skip back to previous messages.
  - 5 To delete the current message.
  - 6 Once to skip to the next message;  
Twice to skip to the message after.
  - 7 To switch the answering machine on or off.
  - 8 To play the outgoing message menu, see ‘Outgoing message menu’ on the following page.

If you make a mistake when entering your PIN you will hear “*Incorrect security code, please enter your security code.*” and enter the correct PIN.

If you make a mistake again, you will hear “*Thank you for calling.*” and the machine will hang up.

If you leave the machine on pause for over 1 minute it will announce “*Thank you for calling.*” and hang up.

- 9 To set a new security PIN. Follow the voice prompts.
- 0 To set the day and time. Follow the voice prompts when you are asked to “*Enter the Day and Time after the tone*”.

Enter the day: 1 = Sunday to 7 = Saturday.

Enter hours then minutes using the 24-hour clock, e.g. 1340 for 1:40pm. Then press #.

To delete all messages, press 5 when prompted at the end of playback.

4. Hang up the phone to end remote access.

### **Outgoing message menu**

You can record an outgoing message (OGM) and set the message type from another telephone.

1. During message playback, press 8. The machine announces “*Outgoing message menu:*” which is:
  - 2 To play OGM.
  - 3 To record Answer and Record OGM.
  - 4 To record Answer Only OGM.

- 
- 5 To select Answer and Record OGM.
  - 6 To select Answer Only OGM.
  - 8 To hear OGM menu again.
  - 1 To hear main menu again.
2. When you have selected the option you want, follow the simple voice prompts.

# Using additional handsets

## IMPORTANT

You must choose a handset that is GAP compatible to use with your BT Studio 1500.

If the handset does not locate the base, the handset will return to the previous menu. Try to register again by using a different available base number. Ensure that you are in close vicinity of the base.

If you purchase a new handset to use with your BT Studio 1500 it will have to be registered to the base. You will need to do this before you can use it.

If you have purchased a BT Studio 1500 multiple pack each additional handset will come pre-registered to the base.

With additional handsets, you can make internal calls, page handsets and transfer external calls between your handsets.

## Registering a new GAP compatible handset to your BT Studio 1500 base

At the new handset:

1. Follow the new handset's user guide to set the handset in registration mode.

At the BT Studio 1500 base:

1. Press **and hold** the base  button for at least 10 seconds, until you hear the validation tone (two beeps), then **release** the button.

## Internal calls

You can make internal calls between two BT Studio 1500 handsets.

1. Press  **Int**.
2. Enter the other handset number using the keypad ( **1** ,  **2**  **3** or  **4** ). The other handset will ring and show the calling handset's number.

If there is no response, press  to end the call at your handset.

The  **Int** icon are displayed on both handsets during an internal call.

## Receiving internal calls

1. When the handset rings, press  **Q** to answer.
2. Press  **Q** again to end the call.

## Paging

You can alert handset users that they are wanted or locate a missing handset. Paging calls cannot be answered by a handset.

1. Press  **Page** on the base. The handset(s) and base will ring for 30 seconds.
2. Press any button on the handset, or press  **Page again** on the base to stop the paging ring.

## Transferring calls

You can transfer an external call to another handset.

During an external call:

1. Press  . Your caller is put on hold and the other handset will ring. Press  and the number of the handset you want to transfer the call to. Your caller is put on hold and the other handset will ring.
  2. When the handset answers, press  to transfer the call.
- If the other handset does not answer, press  to talk to the caller again.

If, after 1 minute 45 seconds, the other handset has not answered, you will be automatically re-connected to the caller.

# Using additional bases

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Your BT Studio 1500 handset can be registered to up to 4 other bases.

## Registering your BT Studio 1500 handset to another base

On the base:

1. Press **and hold**  to put the base into registration mode.

The base beeps and the In use light flashes while the handset is being registered.

On the handset:

2. Press .
3. Press  or  until REGISTER is displayed then press .
4. Press  or  until REG BASE is displayed then press .
5. BASE 1 2 3 4 will be displayed.

The base that you are currently registered to will flash.

6. Enter the number of the base you want to register to. SEARCH 1 is displayed (where 1 is the base number you are searching for).

## IMPORTANT

You can only register your BT Studio 1500 handset to another base if it is GAP compatible.

You will not be able to register your BT Studio 1500 handset to a BT Studio or BT Studio 500 base as these products are not GAP compatible.

The default PIN code is 0000.

If registration is unsuccessful, after 1 minute, the handset will display the list of registered bases and you can try again or select another base to use.

If you are in an environment where there is a lot of electrical interference you may experience difficulty registering to a base.

When the base is located, you will hear a confirmation tone and PIN? will be displayed.

7. Enter the base PIN code and press .
- You hear a tone to confirm you have entered the correct code and the handset returns to idle mode.
- Once registered you will hear a confirmation tone and the next available handset number is allocated and shown in the display.

### Selecting a base to use

If your handset has been registered to more than one base you can select which one it uses.

1. Press .
2. Press  or  until REGISTER is displayed then press .
3. Press  or  until SELECT BASE is displayed then press .
4. All bases that your handset is registered to will be displayed, e.g. BASE 1 2 3 4  
The base that you are currently registered to will flash.
5. Enter the number of the base you want to use.

Or

Press  or  to select AUTO.

When the handset locates the selected base you will hear a confirmation tone.

If AUTO is selected the handset will automatically link to another base with a strong signal, if the signal it is currently receiving from its present base becomes very poor.

# Help

Many common problems are caused by the telephone and power cables being incorrectly connected, not connected at all, or the power being turned off.

Please check that your BT Studio 1500 has been correctly set up, see page 6, before ringing the BT Studio 1500 Helpline.

<b>Problem</b>	<b>Possible cause</b>
<b>No display</b>	<p>The batteries may be flat or dead. Recharge or replace the batteries, see page 7.</p>
<b>No dial tone</b>	<p>Is the telephone line cord plugged into the telephone wall socket?  Check that the base station is connected to the mains power and switched on.</p>
<b>You cannot link up with the base station</b>	<p>Is the  icon flashing in the display?  The mains power cable may not be connected at the base or switched on.  Are you in range of the base? Move closer to the base.  The batteries could be low or flat.  Recharge or replace the batteries.</p>

Problems	Possible cause
<b>No ring on the handset</b>	<p>Check that the base station is plugged into the phone socket and that the mains power is switched on.</p> <p>The ringer volume may be set too low for you or it may be switched off. <i>See page 16 to adjust the volume.</i></p>
<b>Buzzing noise on my radio, TV, computer or hearing aid</b>	<p>Sometimes your BT Studio 1500 can interfere with other electrical equipment if it is placed too close.</p> <p>It is recommended that you place your BT Studio 1500 at least one metre away from such appliances to avoid any risk of interference.</p>
<b>The handset charger is not working</b>	<p>Check that the power adaptor is properly plugged into the charger.</p> <p>Make sure your handset has slotted correctly into the charger.</p> <p>Check the batteries are fitted correctly into the handset.</p> <p>Check the base is plugged in to a working mains power socket and that the power is switched on.</p> <p>Are you using the correct power adaptor?</p>

Problems	Possible cause
<b>Caller's number is not displayed even though you have subscribed to Caller Display service</b>	The number has been withheld by the caller, is unavailable or is an international call, <i>see page 22</i> .

**BT Studio Helpline****0870 605 8047**

Call the dedicated BT Studio Helpline:

- if you are having difficulties using your BT Studio 1500
- if you need replacement batteries or mains power lead

**BT Accessories and Replacement Items**

For a full range of accessories and replacement items for BT products please call 0870 240 5522, or visit:

Lines open

9am – 5.30pm, Monday to Friday.

9.30am – 2.30pm, Saturdays.



## Safety

### General

- Only use the power supply included with the product. Using an unauthorised power supply will invalidate your guarantee and may damage the telephone. The item code for the base mains power supply is 005391 (black) or 016115 (white). If you have purchased a BT Studio 1500 multiple pack, the item code for the charger mains power supply is 021299 (black) or 016116 (white).
- For the handset use only approved Nickel Metal Hydride (NiMH) rechargeable batteries. Never use other batteries or conventional alkaline batteries. They could lead to a short circuit or destroy the battery casing.
- Recommended batteries should have a power rating of 550mAh 1.2V. Batteries are available from the BT Studio 1500 Helpline **0870 605 8047**.
- Do not open the handset or base (other than to change batteries. This could expose you to high voltages or other risks. Contact the helpline for all repairs.
- It is recommended that advice from a qualified medical expert be sought before using this product in the vicinity of emergency/intensive care medical equipment.

### Hearing aid?

Please note that the BT Studio 1500 works by sending radio signals between the handset and base. These signals may interfere with some hearing aids, causing a humming noise.

### IMPORTANT

This equipment is not designed for making emergency telephone calls when the power fails. Alternative arrangements should be made for access to emergency services.

- It is recommended that if you have a pacemaker fitted you check with a medical expert before using this product.
- Your product may interfere with other electrical equipment, e.g. TV and radio sets, clock/alarms and computers if placed too close. It is recommended that you place your product at least one metre away from such appliances to minimise any risk of interference.
- Never dispose of batteries in a fire. There is a serious risk of explosion and/or the release of highly toxic chemicals.

### **Cleaning**

Simply clean the handset and base with a damp (not wet) cloth, or an anti-static wipe. Never use household polish as this will damage the product. Never use a dry cloth as this may cause a static shock.

## **Environmental**

- Do not expose to direct sunlight.
- The product may heat up when the batteries are being recharged. This is normal. However, we recommend that you do not place the product on antique/veneered wood to avoid damage.
- Do not stand your product on carpets or other surfaces which generate fibres, or place it in locations preventing the free flow of air over its surfaces.
- Do not submerge any part of your product in water and do not use it in damp conditions, such as bathrooms.
- Do not expose your product to fire, explosive or other hazardous conditions.
- There is a slight chance that your phone could be damaged by an electrical storm.

We recommend that you unplug the power and telephone line cord for the duration of the storm.

**For your records**

Date of purchase:

Place of purchase:

Serial number:

For guarantee purposes proof of purchase is required so please keep your receipt.

Enter your base PIN here:

[        /        /        /        ]

(see page 33 for more information)

## Guarantee

Your BT Studio 1500 digital cordless telephone answering machine is guaranteed for a period of 12 months from the date of purchase.

Subject to the terms listed below, the guarantee will provide for the repair of, or at BT's or its agent's discretion the option to replace the BT Studio 1500, or any component thereof, (other than batteries), which is identified as faulty or below standard, or as a result of inferior workmanship or materials. Products over 28 days old from the date of purchase may be replaced with a refurbished or repaired product.

### **The conditions of this guarantee are:**

- The guarantee shall only apply to defects that occur within the 12 month guarantee period.
- Proof of purchase is required.
- The equipment is returned to BT or its agent as instructed.
- This guarantee does not cover any faults or defects caused by accidents, misuse, fair wear and tear, neglect, tampering with the equipment, or any attempt at adjustment or repair other than through approved agents.
- This guarantee does not affect your statutory rights.

**Within the 12 month guarantee period:**

If you experience difficulty using the product, prior to returning it, please read the 'Help' section beginning on page 56, or contact the BT Studio 1500 Helpline on **0870 605 8047**, 9am–5.30pm, Monday to Friday and 9.30am–2.30pm, Saturday.

In the unlikely event of a defect occurring, please follow the Helpline's instructions for replacement or repair.

**Outside of the 12 month guarantee period:**

If your product needs repair after the guarantee period has ended, the repair must meet the approval requirements for connection to the telephone network. We recommend that you contact BT's approved repair agent, TecLogic on **08702 405029** or a local qualified repairer.

**Returning your phone**

If the Helpline is unable to remedy your problem they will ask you to return the product. Where possible, pack the product in its original packaging. Please remember to include all parts, including the line cords, power supply units and the original batteries. (Please note that we cannot take responsibility for goods damaged in transit.) Please obtain and keep proof of posting from the Post Office.

## Technical information

### How many telephones can you have?

All items of telephone equipment have a Ringer Equivalence Number (REN), which is used to calculate the number of items which may be connected to any other telephone line. Your BT Studio 1500 has a REN of 1. A total REN of 4 is allowed. If the total REN of 4 is exceeded, the telephone may not ring. With different telephone types there is no guarantee of ringing, even when the REN is less than 4.

Only use the approved base mains power supply, item code 005391 (black) or 016115 (white).

Only use the approved charger mains power supply (BT Studio 1500 multiple packs only), item code 021299 (black) or 016116 (white) .

Only use approved AAA NiMH rechargeable batteries.

### R&TTE

This product is intended for use within the UK for connection to the public telephone network and compatible switchboards.

This equipment complies with the essential requirements for the Radio Equipment and Telecommunications Terminal Equipment Directive 1999/5/EC.

### **Declaration of Conformance**

Hereby, Suncorp Technologies, declares that this BT Studio 1500 is in compliance with the essential requirements and other relevant provisions of Directive 1999/5/EC.

The Declaration of Conformance for the BT Studio 1500 is published on the website:

<http://www.suncorptech.com/bt>

### **Switchboard compatibility**

This product is intended for use within the UK for connection to public telephone network and compatible switchboards, which support tone dialling and timed break recall. If in doubt please consult your network service provider.

### **Switchboard external line access code**

You may need to enter an access code (e.g. 9) in order to get an outside line. So that the switchboard has time to pick up an outside line, you may also need to add a Pause after the access code.

For more information on storing numbers see 'Store a phonebook entry' on page 18.

#### Pause

You may also need to insert a pause when storing international dialling codes, charge card numbers and with other tele-banking facilities.

A Pause lasts 3 seconds. You can Pause dialling at any time by pressing the **P** button.

#### To insert a pause

1. Begin storing a number and press  where a pause is needed. P is shown in the display.

#### Recall

The **R** button is used when connected to certain switchboards, e.g. to transfer calls, and for some BT Calling Features or those services available via your network provider.

#### Dialling mode

Your BT Studio 1500 is set to tone dialling. If required you can switch it to pulse dialling.

1. Press .
2. Press  or  until SETUP is displayed then press .
3. Press  or  until DIAL MODE is displayed then press .

4. Press  or  to select either TONE or PULSE then press .
5. Press  **twice** to return to the idle screen.

### Temporary change to dialling mode

If you have set your BT Studio 1500 to Pulse dialling, you can temporarily switch to Tone dialling during a call.

1. Press , then press , then dial the number as normal.

Your BT Studio 1500 will switch to Tone dialling only for the duration of this call.

Alternatively, you can store a phonebook number so that it will temporarily switch to Tone dialling each time it is dialled.

2. Press **and hold**  before you store the number in the phonebook.  is displayed.

Visit us at [www.bt.com](http://www.bt.com)



## Offices worldwide

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